



Department of Public Health and Human Services

Early Childhood Services Bureau ♦ P.O. Box 202925 ♦ Helena, MT 59620-2925 ♦ fax: 406-444-2547

Steve Bullock, Governor

Richard H. Opper, Director

16

May 15, 2015

Dear Sponsoring Organization of Day Care Homes,

This letter is to announce that the materials for the FY 2016 Sponsor Management Plan for the Child and Adult Care Food Program (CACFP) are now available on our website at www.bestbeginnings.mt.gov. in Applications>Sponsor Management Plans. Annual management plans are a contract requirement. Your plan is due to the state agency by September 15, 2015. If you need additional time, please write to us to request an extension of this due date.

The FY 2016 CACFP Sponsor Management Plan Annual Submissions Log is new this year. Please identify your documents in the Sponsor Comments column. Mark all of your pages with the appropriate alpha letter[s] in the upper right corner. If you are not submitting a page, then mark it as "Attachment Not Applicable" or place a note where the page belongs to indicate that the lack of submission is intentional.

Thank you for your service to providers in FY 2015 and we wish you all the best in FY 2016.

If you have any questions, please call us at 1-888-307-9333 or 406-444-4347.

Sincerely,

Mary A. Musil, Manager
Child and Adult Care Food Program
Early Childhood Services Bureau

cc: file